

## DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814  
(916) 445-7653



March 2, 1982

ALL-COUNTY INFORMATION NOTICE I-25-82

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: CHILD WELFARE SERVICES ASSESSMENT AND SERVICE PLAN WORKSHOP

The Family and Children's Services Branch will be conducting workshops on Child Welfare Service Assessments and Service Plans in April 1982. These workshops are being given because one of the problems identified by our reviews of child welfare programs during the past year is the lack of clarity about expected content of case assessments, service plans and reassessments. Attached is a list of the six initial workshop dates and locations. These one-day workshops will begin promptly at 9:00 a.m. and end at 4:00 p.m.

Earlier this year when you were provided with data concerning the results of the child protective services case review, we provided you with minimum regulatory requirements for documentation of an assessment, service plan, and reassessment which we will use in subsequent CPS and Out-of-Home Care for Children Reviews. These workshops are focused on facilitating the implementation of those requirements.

At the conclusion of the training, participants should be able to:

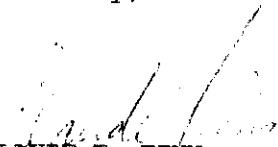
- Analyze a child welfare services referral and separate those problems requiring child welfare intervention from those that do not and, if a problem exists specifically define the problem.
- Write a brief statement ("assessment") which focuses on supporting and defining these problems.
- Determine the desired change ("objective") to be reached in order to reduce/eliminate the problem identified in the assessment.
- Identify the planned actions to be taken by the family/social worker to bring about the desired change.
- Write a statement ("service plan") describing these objectives and planned actions.

- Review previous assessments and service plans and document to what extent the stated objectives have been met and whether intervention can be terminated.

Please note from the enclosed schedule that sessions have been located in various parts of the state and that a list is provided for the location each county is to attend. Attached is a questionnaire which is to be returned by March 15, 1982 concerning staff attending the workshop. If a county wishes to attend an alternative workshop every effort will be made to accommodate.

If you have questions, or wish to arrange a workshop for staff in your county, please contact your Family and Children's Services Program Management Consultant at (916) 445-8753 or ATSS 485-7653.

Sincerely,

  
CLAUDE E. FINN  
Deputy Director

Attachments

cc: CWDA

SCHEDULED WORKSHOPS  
ON  
ASSESSMENTS AND SERVICE PLANS

<u>Location</u>	<u>Date</u>	<u>Time</u>	<u>Facility</u>	<u>Participating Counties</u>
Redding	4/06/82	9:00 a.m.	Conference Room 39 Cascade Office Building 2460 Hospital Lane Redding, California	Butte, Glenn, Lassen, Modoc, Plumas, Shasta, Siskiyou, Tehama, Trinity, Humboldt, Del Norte, Mendocino
Sacramento	4/16/82	9:00 a.m.	Auditorium California Transportation Laboratory 5900 Folsom Boulevard Sacramento, California	Alpine, Amador, Calaveras, Colusa, El Dorado, Lake, Nevada, Placer, Sacramento, San Joaquin, Sierra, Sutter, Yolo, Yuba
Oakland	4/20/82	9:00 a.m.	Assembly Room State Building 1111 Jackson Oakland, California	Alameda, Contra Costa, Marin, Monterey, Napa, San Benito, San Francisco, San Mateo, Santa Clara, Santa Cruz, Sonoma, Solano
Fresno	4/21/82	9:00 a.m.	North Auditorium Valley Medical Center 445 South Cedar Avenue Fresno, California	Fresno, Inyo, Kern, Kings, Madera, Mariposa, Merced, Mono, Stanislaus, Tulare, Tuolumne
Los Angeles	4/27/82	9:00 a.m.	DPSS Training Center 5835 Eastern Avenue Commerce, California	Los Angeles, San Luis Obispo, Santa Barbara, Ventura
Riverside	4/28/82	9:00 a.m.	Borrego Room Riverside County Department of Public Social Services 3601 University Avenue Riverside, California	Imperial, Orange, Riverside, San Bernardino, San Diego

CHILD WELFARE SERVICE ASSESSMENTS  
AND SERVICE PLAN TRAINING

Please return completed questionnaire by March 15, 1982 to: Joe H. Lain,  
Chief, F&CS Program Operations Bureau, 744 P Street, Mail Station 9-104,  
Sacramento, California 95814.

County \_\_\_\_\_

Person Completing Form \_\_\_\_\_

Position \_\_\_\_\_ Phone # \_\_\_\_\_

A. Registration Information

1. Please check workshop your staff will be attending:

☐

Redding

☐

Fresno

☐

Sacramento

☐

Los Angeles

☐

Oakland

☐

Riverside

2. How many staff in the following categories will be attending the training?

\_\_\_\_\_ Administrative staff

\_\_\_\_\_ Staff development personnel

\_\_\_\_\_ Child welfare supervisors

\_\_\_\_\_ Child welfare social workers

\_\_\_\_\_ Other (specify) \_\_\_\_\_

\_\_\_\_\_ TOTAL staff attending

NOTE: If additional participants are identified prior to the workshop, please call your F&CS POB consultant at (916) 445-7653 to obtain approval for extra training slots.

3. Who will serve as a local contact person if adjustments need to be made in the number of staff attending the workshop?

Name \_\_\_\_\_

Position \_\_\_\_\_

Phone Number \_\_\_\_\_